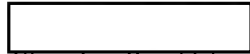


19 MAR 1981

MEMORANDUM FOR: Deputy Director for Special Programs, OPPPM

FROM:


Chief, Position Management and
Compensation Division, OPPPM

SUBJECT: Review of Positions AW055 (Incentive Awards Branch)
and AX040 (Contract Personnel Division)

REFERENCE: Position Classification Appeals Determinations of
21 March 1980

1. As a result of the Reference appeals session, action on the two subject positions were deferred as follows:

- (a) Position AW055, Incentive Awards Officer, GS-12: PMCD classified this position at the GS-09 level. The D/PPPM decided that the position should remain as a GS-12 with the expectation that projected duties of a more substantive nature would be added to the position and actually performed by the incumbent.
- (b) Position AX040, Secretary-Typing, GS-07: PMCD classified this position at the GS-06 level. The D/PPPM decided that the position should remain as a GS-07 subject to the preparation of a position description and audit by PMCD.

2. As more than a year has passed since the D/PPPM made these determinations, we would like to clear up these last two remaining issues. Therefore, would you please provide us with a list of any additional substantive duties added to position AW055 and a position description for position AX040. Following this we will advise the appropriate determination level for these two positions and present a final recommendation to the D/PPPM.



STAT